CBP OFFICER (CANINE)

Salary

\$70,192 to \$91,255 per year

Work schedule

Full-Time - Full Time

DEPARTMENT OF HOMELAND SECURITY

Customs and Border Protection

Open & closing dates

① 11/13/2015 to 11/27/2015

Pay scale & grade

GS 09 - 12

Appointment type

Permanent

Locations

5 vacancies in the following locations:

Columbus, NM

2 vacancies

El Paso, TX

2 vacancies

Presidio, TX

1 vacancy

Relocation expenses reimbursed

No

This job is open to



Federal employees - Competitive service

Current or former competitive service federal employees.

Announcement number

MHCROB-1527354-RF

Control number

421220800

Duties

Summary

Do you desire to protect American interests and secure our Nation while building a meaningful and rewarding career? If so, the Department of Homeland Security (DHS) is calling. DHS components work collectively to prevent terrorism, secure borders, enforce and administer immigration laws, safeguard cyberspace and ensure resiliency to disasters. The vitality and magnitude of this mission is achieved by a diverse workforce spanning hundreds of occupations. Make an impact; join DHS.

Discover a challenging and rewarding career in CBP, the sole organization responsible for securing the nation's borders. At U.S. Customs and Border Protection, we:

- · Screen passengers, vehicles, and shipments entering our country
- Seize illegal narcotics, vehicles, and agricultural products
- Prevent unauthorized entry into the country
- Rescue individuals who fall into dangerous conditions traversing our border

For more information about CBP's mission, activities, and careers, please see http://www.cbp.gov (http://www.cbp.gov)

Joining the Customs and Border Protection Office of Field Operations will allow you to use your expertise to detect and prevent terrorists and instruments of terror from entering the U.S. This position starts at a salary of \$48,403 (GS-9) with promotion potential to \$91,255 (GS-12). Apply for this exciting opportunity to strengthen Homeland Security by performing law enforcement activities such as inspection, intelligence analysis, examination, and interpretation of laws and regulations.

Who May Apply: Current U.S. Customs and Border Protection employees with competitive status

· For definitions of terms found in this announcement, please see http://www.dhs.gov/xabout/careers/gc 1303762131481.shtm (http://www.dhs.gov/xabout/careers/gc_1303762131481.shtm)

Organizational Location: This position is located within U.S. Customs and Border Protection, Office of Field Operations, El Paso Field Office in El Paso, TX; Presidio, TX and Columbus, NM.

One or more selections may be made using this job opportunity announcement. Further selections may also be made for additional organizational divisions and/or units within the duty location(s) listed above.

Responsibilities

In this position you will become a key member of a team of homeland security professionals responsible for detecting and preventing terrorists and instruments of terror from entering the U.S. Typical work assignments include:

- Performing inspection, intelligence analysis, examination, and law enforcement activities including apprehension, detention and arrest relative to arrival and departure of persons, conveyances and merchandise at Ports of Entry (POE)
- · Conducting developmental level officer duties to protect the U.S. homeland, enforce federal laws, and efficiently facilitate legitimate trade and travel

- Using an agency certified canine to detect controlled substances, currency, explosives, chemicals, plant and animal materials, and/or concealed humans that may be prohibited from entering the United States or be a threat to the security of the United States
- Conducting daily training of an assigned canine to maintain a high level of proficiency and be responsible for using safe canine handling practices both on and off the job
- Ensuring that the canine optimal health conditions are maintained and that kennel facilities meet safety, sanitation and health standards

Travel Required

Occasional travel - You may be required to travel

Supervisory status

Promotion Potential

No 12

Who May Apply

This job is open to...

Current U.S. Customs and Border Protection employees with competitive status

Questions? This job is open to 1 group.

Job family (Series)

1895 Customs And Border Protection

(https://www.usajobs.gov//Search/?j=1895)

Requirements

Conditions Of Employment

- You must be a U.S. Citizen to apply for this position
- · You may be required to pass a background investigation
- Males born after 12/31/1959 must be registered with Selective Service
- You may be required to pass initial and random drug testing
- You must possess a valid driver \$\#39;s license

Firearms Requirement: You will be required to carry a firearm and maintain firearm proficiency. Any person who has been convicted of a misdemeanor crime of domestic violence cannot lawfully possess a firearm or ammunition. You will be required to certify whether you have ever been convicted of such an offense. False or fraudulent information is criminally punishable by fine or imprisonment.

Shift Work/Overtime: You will be required to work on a shift and rotational basis and perform substantial amounts of overtime.

Training: You will be required to attend 7 weeks of paid training at the CBP Canine Center Front Royal (CCFR) in Front Royal, VA. This technical training must be successfully completed within 365 days of selection according to the standards of the U.S. Customs and Border Protection. Failure to do so will be grounds for mandatory removal from the position. Such failure will result in reassignment back to your previous position.

Uniform: This position requires you to wear an officially-approved uniform while in a duty status.

Age Requirement: Pursuant to Public Law 110-161, this position is covered under enhanced retirement provisions for Customs and Border Protection Officers which allows for the imposition of a maximum age requirement. In accordance with Department of Homeland Security Directive 252-08, the day before an individual's 37th birthday is the

maximum age for original appointment to a position as a Customs and Border Protection Officer. Therefore, Candidates must be referred for selection before reaching their 37th birthday.

Creditable law enforcement officer service covered by Title 5 U.S.C. 8336(c) or Title 5 U.S.C 8412(d), or Customs and Border Protection Officer service under Public Law 110-161 may be applied toward the maximum age requirement. This age restriction may not apply if you are currently serving as a CBPO covered by Public Law 110-161.

Veterans' Preference Eligibility - To ensure compliance with statutes pertaining to the appointment of preference eligible veterans as determined by the Merit Systems Protection Board in its recent decision Isabella v. Dept of State, the maximum age for original appointment articulated above shall not apply to the hiring of individuals entitled to veterans' preference eligibility under 5 U.S.C. § 3312.

Qualifications

You qualify for this position if you are currently serving or have served as a full-time permanent GS-9, GS-11, or GS-12 with U.S. Customs and Border Protection (CBP) and are currently serving or have served in the 1895 series within the last five years. Your experience must demonstrate responsibility in performing the full range of CBP Officer Duties. This experience must include applying a comprehensive range of Federal laws, rules, regulations and procedures relating to inspection, inspection-related investigations and compliance activities governing the admission of travelers or the import/export of cargo in and out of the United States.

Experience refers to paid and unpaid experience, including volunteer work done through National Service programs (e.g., Peace Corps, AmeriCorps) and other organizations (e.g., professional; philanthropic; religious; spiritual; community, student, social). Volunteer work helps build critical competencies, knowledge, and skills and can provide valuable training and experience that translates directly to paid employment. You will receive credit for all qualifying experience, including volunteer experience.

You must:

- · Meet all qualification requirements, subject to verification at any stage of the application process; and
- Meet all applicable Time in Grade requirements (current Federal employees must have served 52 weeks at the next lower grade or equivalent grade band in the Federal service) by Friday, November 27, 2015.

This is a Reassignment Opportunity Bulletin. You must be currently serving or have served as a full-time permanent GS-9, GS-11, or GS-12 with U.S. Customs and Border Protection (CBP) and are currently serving or have served in the 1895 series within the last five years in order to qualify under this Bulletin. This position will be filled through reassignment on a permanent basis.

Education

Additional information

Background Investigation: Customs and Border Protection (CBP) is a federal law enforcement agency that requires all applicants to undergo a thorough background investigation prior to employment in order to promote the agency's core values of vigilance, service to country and integrity. During the screening and/or background investigation process, you will be asked questions regarding any felony criminal convictions or current felony charges, the use of illegal drugs (i.e., marijuana, cocaine, heroin, LSD, methamphetamines, ecstasy) and the use of non-prescribed controlled substances including any experimentation, possession, sale, receipt, manufacture, cultivation, production, transfer, shipping, trafficking, or distribution of controlled substances. Entry into this position may require that you successfully pass a polygraph examination. For more information, please see:

http://www.cbp.gov/xp/cgov/careers/apply/mandatory_back_invest.xml (http://www.cbp.gov/xp/cgov/careers/apply/mandatory_back_invest.xml)

Positions with known promotion potential do not guarantee promotion, nor is the promise of promotion implied.

Probationary Period: Current and former federal employees may be required to serve or complete a probationary period.

CBP uses E-Verify, an internet-based system, to confirm the eligibility of all newly hired employees to work in the United States. Learn more about E-Verify here, http://www.uscis.gov/e-verify (http://www.uscis.gov/e-verify

, including your rights and responsibilities.

https://www.usajobs.gov/GetJob/PrintPreview/421220800

Every individual receives a fair opportunity throughout the Federal recruitment and hiring process. To learn more, click on the link https://hru.gov/Studio Recruitment/tools/Mythbuster on Federal Hiring Policies.pdf
https://hru.gov/Studio Recruitment/tools/Mythbuster on Federal Hiring Policies.pdf)

Follow U.S. Customs and Border Protection on Twitter @CustomsBorder (https://twitter.com/#!/customsborder)

This position is covered under the bargaining unit.

Please view the video "Protecting America 24/7" to learn more about CBP's Office of Field Operations: http://cbpapps.cbp.dhs.gov/ofo/2011/protecting_america/pro_america.wmv (http://cbpapps.cbp.dhs.gov/ofo/2011/protecting_america/pro_america.wmv)

How You Will Be Evaluated

Physical and Medical Requirements: Because the duties of the position are of a strenuous nature and require a high degree of interaction and responsibility to the public, you must undergo and successfully pass our medical screening process. We will schedule, provide and pay for the required basic medical examination. For more information, go to http://www.cbp.gov/sites/default/files/documents/cbpo_drug_test_3.pdf (http://www.cbp.gov/sites/default/files/documents/cbpo_drug_test_3.pdf)

Physical Fitness Screening: Due to the strenuous nature of the CBP Officer duties and the associated training programs, fitness tests have been developed and will be used to screen candidates for CBP Officer positions. Candidates will be required to pass 2 pre-employment fitness tests. For more information, go to: http://www.cbp.gov/careers/join-cbp/which-cbp-career/cbp-officer (http://www.cbp.gov/careers/join-cbp/which-cbp-career/cbp-officer)

We will review your resume and supporting documentation to ensure you meet the basic qualification requirements. If you meet the minimum qualifications, your experience, education and training will be rated using an online self-assessment questionnaire that is based on the competencies or knowledge, skills, and abilities listed below. You will receive a score ranging from 70-100 based on your responses. Your entire application package will then be reviewed. The final determination will be based on all the information provided in your application package.

If you are best qualified, you may be referred to the hiring manager for consideration and may be called for an interview. To preview the job questionnaire, see <u>View Occupational Questionnaire</u> (https://ApplicationManager.gov/Questionnaire.aspx?ID=5526735&PreviewType=Questionnaire)

<u>Knowledge</u>, <u>Skills</u>, <u>Abilities</u>, <u>and Other Characteristics</u> (<u>KSAOs</u>): Candidates who meet the minimum qualification requirements are required to possess certain Knowledge, Skills, Abilities, or Other Characteristics (KSAOs) to successfully perform the functions of this position. Candidates will be asked to demonstrate their attainment of these KSAOs in their resume. The KSAOs are:

- Knowledge of CBP laws, regulations, and precedents, as well as CBP Officer processes, techniques, activities and law enforcement procedures to enforce and administer laws related to the arrival and departure of persons, conveyances and merchandise
- Knowledge of proper law enforcement methods including, interrogating, searching, seizing, arresting, and selfdefense for use in apprehension of terrorists, illegal aliens, or others suspected of illegal activity
- · Ability to control imports and exports to detect and prevent smuggling and fraud
- Ability to perform primary inspection by questioning and observing individuals

Agency Career Transition Assistance Program (CTAP) eligibility: If you have never worked for the federal government, you are not CTAP eligible. Information about CTAP eligibility is on the OPM's Career Transition Resources website at: http://www.opm.gov/Reduction_In_Force/employee_resources/ctap/Employee-Guideline_CTAP.asp#3a (http://www.opm.gov/Reduction_In_Force/employee_resources/ctap/Employee-Guideline_CTAP.asp#3a)

. To be considered well qualified under CTAP, you must be rated at a minimum score of 85 for this position. In addition, you must submit the supporting documents listed in the "Required Documents" section of this announcement.

Background checks and security clearance

Security clearance

https://www.usajobs.gov/GetJob/PrintPreview/421220800

<u>Public Trust - Background Investigation</u> (https://www.usajobs.gov//Help/faq/job-announcement/security-clearances/)

Required Documents

- Your resume: A resume describing your job-related qualifications is required and will be used for the purpose of reviewing your qualifications and determining what training, if any, would be required when placed. Your resume must be in English and must include your job titles and a detailed description of your duties and the dates you performed them (MM/DD/YY), as well as your hours per week for each position listed. Your resume should also contain your full name, address, phone number, email address, and salary. NOTE: Resumes stored on USAJOBS will not automatically carry over to this announcement. You must upload or fax your resume and any other applicable supporting documentation.
- Your responses to the job questionnaire <u>View Occupational Questionnaire</u> (https://ApplicationManager.gov/Questionnaire.aspx?ID=5526735&PreviewType=Questionnaire)
- Are you claiming special priority selection rights under the Agency Career Transition Assistance Program
 (CTAP)? You must submit a separation notice; your most recent SF-50B (noting your current position, grade level
 and duty location); a current (or last) performance rating of record of at least fully successful or equivalent; an
 agency certification that you cannot be placed after injury compensation has been terminated; an OPM
 notification that your disability annuity has been terminated; or a Military Department of National Guard Bureau
 notification that you are retired under 5 U.S.C. 8337(h) or 8456.
- Veterans' preference points are not applicable to Merit Promotion announcements; therefore, veteran's documentation is requested only to verify eligibility under the Isabella Decision to waive the Age Requirement.

Age Requirement Waiver Documents: Applicants who do not meet the age requirement but are entitled to veteran's preference eligibility under 5 U.S.C § 3312 must submit the following documents to verify their claim:

- DD 214 (Member Copy 4) and
- If you are a veteran with a service connected disability; A VA Disability Award letter dated 1991 or later
- If you are currently serving on active duty: A statement of service from your unit identifying the branch of service, period(s) of service, type of discharge, campaign badges or expeditionary medals earned, and the date you will be separated or on approved terminal leave. If you supply a statement of service at this stage, your preference will be verified by a DD 214 (Member 4 Copy) upon separation from the military.

You may be asked to provide a copy of your recent performance appraisal and/or incentive awards. Consideration will be given to performance appraisals and incentive awards as an indication of quality prior experience, no points will be assigned.

It is your responsibility to verify that any information entered, uploaded, or faxed is received and is accurate. Human Resources will not modify or change any part of your application. If a document is not legible, you will not be able to view it in your application and you must again upload or fax it by the closing date.

If you are relying on your education to meet qualification requirements:

Education must be accredited by an accrediting institution recognized by the U.S. Department of Education in order for it to be credited towards qualifications. Therefore, provide only the attendance and/or degrees from schools Department of Education (http://www.ed.gov/admins/finaid/accred/)

Failure to provide all of the required information as stated in this vacancy announcement may result in an ineligible rating or may affect the overall rating.

Benefits

https://www.usajobs.gov/GetJob/PrintPreview/421220800

A career with the U.S. Government provides employees with a comprehensive benefits package. As a federal employee, you and your family will have access to a range of benefits that are designed to make your federal career very rewarding.

- Benefits for federal employees (https://www.usa.gov/benefits-for-federal-employees#item-36407)
- Healthcare insurance (https://www.opm.gov/healthcare-insurance/)
- Pay and leave (https://www.usaiobs.gov/Help/working-in-government/pay-and-leave/)

DHS offers competitive starting salaries and an attractive benefits package, including: health, vision, dental, life and long-term care insurance, Thrift Savings Plan (similar to a 401(k)), Flexible Spending Account, retirement plan, Employee Assistance Program, personal leave days and paid federal holidays. Other benefits may include: flexible work schedules, telework, tuition reimbursement, transportation subsidies, uniform allowance, health and wellness programs, and fitness centers. DHS is committed to employee development and offers a variety of employee training and development opportunities. For more information, please go to www.dhs.gov/careers (http://www.dhs.gov/careers) and select "Benefits".

Relocation expenses *will not* be paid. To compare cost of living data, calculate mortgage scenarios, or gather information on communities and school districts, please visit the website: http://www.relocationessentials.com/aff/lifecare/tools/salary/col.aspx (http://www.relocationessentials.com/aff/lifecare/tools/salary/col.aspx)

Eligibility for benefits depends on the type of position you hold and whether your position is full-time, part-time, or intermittent. Contact the hiring agency for more information on the specific benefits offered.

How to Apply

To begin your online application, click **"Apply Online"** to create a USAJOBS account and follow the prompts or log in to your existing account. Your application packet must include a completed assessment questionnaire, a resume, and any applicable and/or required supporting documentation. Please see the "Required Documents" section below for additional information. All application materials, including transcripts, must be in English.

We strongly encourage you to apply online. If you cannot apply online, you may fax your resume, assessment questionnaire, and supporting documents to **(478) 757-3144**. You must print a copy of and document your responses to the assessment questionnaire <u>View Occupational Ouestionnaire</u>

(https://ApplicationManager.gov/Questionnaire.aspx?ID=5526735&PreviewType=Questionnaire)

using OPM Form 1203-FX http://www.opm.gov/Forms/pdf fill/OPM1203fx.pdf (http://www.opm.gov/Forms/pdf_fill/OPM1203fx.pdf)

, and the official fax cover sheet: http://staffing.opm.gov/pdf/usascover.pdf (http://staffing.opm.gov/pdf/usascover.pdf)

. Please include job opportunity announcement ID 1527354 and provide your SSN, name, and address using the exact name you used when you filled out the questionnaire. If you have uploaded documents into your application, you do not need to fax those same documents.

Applications and supporting documentation will not be accepted by mail or email. The address below is for inquiries only. You may apply more than once, but the most recent application is the only one that will be used. You must submit your resume, your online questionnaire, and any supporting documents by 11:59 PM Eastern Time on Friday, November 27, 2015.

Agency contact information

CBP HIRING OFO STAFFING

Phone

(952)857-2932 (tel://(952)857-2932)

Email

<u>CBPHIRING-OFOSTAFFING@CBP.DHS.GOV</u> (mailto:CBPHIRING-OFOSTAFFING@CBP.DHS.GOV)

<u>Learn more about this agency</u> (#agency-modal-trigger)

Address

CBP Minneapolis Hiring Center 5600 American Blvd Suite 700 Bloomington, MN USA

Customs & Border Protection (CBP): Securing America's Borders

Next steps

Once the job opportunity announcement has closed, we will assess your experience and training, identify the best qualified applicants, and refer those applications to the hiring manager for further consideration and interviews. You will be notified by email after each of these steps has been completed. Stay informed of changes to your application status by signing up for automatic email alerts at: https://my.usajobs.gov/Account/NotificationSettings.aspx https://my.usajobs.gov/Account/NotificationSettings.aspx https://my.usajobs.gov/Account/NotificationSettings.aspx)

. If you are referred, you will receive a final notification of the disposition of the announcement. We expect to make a tentative job offer within 60 days after the close of the announcement. If you are selected, we may conduct a suitability/security background investigation.

Fair & Transparent

The Federal hiring process is setup to be fair and transparent. Please read the following guidance.

Equal Employment Opportunity Policy

The United States Government does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy And gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, membership in an employee organization, retaliation, parental status, military service, or other non-merit factor.

- Equal Employment Opportunity (EEO) office at OPM (https://www.opm.gov/about-us/our-people-organization/support-functions/equal-employment-opportunity/)
- Office of Equal Opportunity (http://www.eeoc.gov/eeoc/internal_eeo/index.cfm)

Reasonable Accommodation Policy

Federal agencies must provide reasonable accommodation to applicants with disabilities where appropriate. Applicants requiring reasonable accommodation for any part of the application process should follow the instructions in the job opportunity announcement. For any part of the remaining hiring process, applicants should contact the hiring agency directly. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

A reasonable accommodation is any change in the workplace or the way things are customarily done that provides an equal employment opportunity to an individual with a disability. Under the Rehabilitation Act of 1973 the Equal Employment Opportunity Commission (EEOC) must provide reasonable accommodations:

- An applicant with a disability needs an accommodation to have an equal opportunity to apply for a job.
- An employee with a disability needs an accommodation to perform the essential job duties or to gain access to the workplace.

- An employee with a disability needs an accommodation to receive equal access to benefits, such as details, training, and office-sponsored events.
- <u>Disability Employment Reasonable Accommodations</u>
 (https://www.opm.gov/policy-data-oversight/disability-employment/reasonable-accommodations/)
- How to contact an agency (https://www.usaiobs.gov//Help/how-to/application/agency/contact/)

Legal and regulatory guidance

Financial suitability

(https://www.usajobs.gov//Help/working-in-government/fair-and-transparent/financial-suitability/)

Privacy Act

(https://www.usajobs.gov//Help/working-in-government/fair-and-transparent/privacy-act/)

Selective Service

(https://www.usajobs.gov//Help/working-in-government/fair-and-transparent/selective-service/)

Social security number request

(https://www.usajobs.gov//Help/working-in-government/fair-and-transparent/social-security-number/)

Signature & False statements

(https://www.usajobs.gov//Help/working-in-government/fair-and-transparent/signature-false-statements/)

New employee probationary period

(https://www.usajobs.gov//Help/working-in-government/fair-and-transparent/probationary-period/)